

STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P. O. BOX 942850
Sacramento, CA 94250-5878

DATE: February 2, 2009

TO: All Agencies and Campuses in the Uniform State Payroll System

FROM: DON SCHEPPMANN, Chief
Personnel/Payroll Services Division

RE: **PAYROLL PROCEDURES MANUAL – JANUARY REVISION # 01 – 09**

The Internet version of the Payroll Procedures Manual (PPM) has been updated and the sections below have been replaced with the current PDF version for January 2009. The manual can be obtained by accessing the State Controller's Office public web site at: <http://www.sco.ca.gov/ppsd/ppm/index.shtml>.

Vertical revision bars in the right margins indicate additions, deletions, or changes. Revision bars are not inserted for format and minor grammatical changes.

The revised sections for the January 2009 PPM are provided below.

Section B - 022.1 - Civil Service Tax Sheltered Annuity, Organization Codes and Deduction Descriptions, updated.

Section H - 150 - Earned Income Credit, updated.
151 - Advanced EIC Eligibility, updated
158 - Earned Income Credit Advanced Payment Formula, updated.
275 - Contribution Rate/Limitation on Deductions, updated.

Section N - 129.1.2 - Fair Market Value (FMV) and Federal Standard Mileage Rate (FSMR), updated.
129.2.2 - FMV and FSMR, updated.
130.2.2 - FMV and FSMR, updated.
139.1 - Chancellor's Doctorial Incentive Program, updated.
147.2 - Moving/Relocation Mileage, updated.
147.2.2 - Moving Expense FSMR, updated.
151 - Scholarships, updated.
161 - Qualified Transportation Fringe Benefits (QTFB) Exclusion Rate, updated.
161.1 - Federal Exclusion Rates, updated.
161.3.2 - QTFB Compensated Rate, updated.
161.6.2 - Free Parking Valued at Amounts, updated.
171 - State Disability Insurance Rate, updated.
175 - Special Accounting Period, updated.

PLEASE NOTE: For instructions to subscribe or unsubscribe to the Automated LISTSERV Management System (LISTSERV), go to: <http://www.sco.ca.gov/ppsd/ppm/index.shtml>.

If you have any comments/suggestions or questions that would benefit the PPM, please contact Alice Contreras at 916-322-0683 or via email acontreras@sco.ca.gov.

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